

The City of Celina and Celina Main Street
“Celina Cajun Fest”

**Historic Celina Square
142 North Ohio Street
Celina, Texas 75009**

March 29, 2014
11:00 a.m. – 7:00 p.m.



VENDOR INFORMATION PACKET
APPLICATION DEADLINE:
March 14, 2014

APPLICATION DEADLINE
Deadline for submitting application:
– March 14, 2014

Dear Festival Applicant:

The City of Celina and Celina Main Street invites you to apply to participate in the City of Celina and Celina Main Street “Celina Cajun Fest” event to be held Saturday, March 29, 2014. Applications for the City of Celina and Celina Main Street “Celina Cajun Fest” will be available on our website at www.celina-tx.gov or can be picked up at City Hall in Celina, TX.

Please follow all application instructions carefully and note that the deadline for submitting the application for this event is **March 14, 2014**. Due to limited space, we are unable to accept late applications- **deadline date is strictly adhered to.** Also, applications **will not** be accepted without payment in full.

The following items must be completed and enclosed for the application to be considered: **(1) your entry fee, (2) notarized hold harmless agreement, (3) Signed copy of completed application, (4) current photo of your products and your overall display. (Color photocopies are accepted.) Incomplete forms are not accepted.** Photos of accepted applicant's products become the property of the City of Celina. Submission of application does not guarantee acceptance or placement. Event officials reserve the right to select or reject vendors.

You or your representative must be present at your assigned booth during event hours. No leaving early. Vendors must supply their own canopies, tables, chairs, extension cords, lighting and cord coverings. Vendors shall provide any additional decorations.

If chosen as an event vendor, check-in will be **Saturday, March 29, 2014 at 9:00 a.m. at 142 North Ohio, Historic Downtown Square**, where the event will take place. Set up will be from 9:00am to 11:00am.

Please review the attached Vendor Information. If you have any questions, please call Terri Wilson at (940) 300-4172 or email twilson@celina-tx.gov

Completed applications along with payment should be mailed to:
Celina Main Street
Attention: Terri Wilson
302 Walnut Street, Suite 100 Celina, TX 75009.

We look forward to receiving your application!

Sincerely,
City of Celina
Celina Main Street

APPLICATION DEADLINE IS March 14, 2014
City of Celina and Celina Main Street "Celina Cajun Fest"

OFFICIAL VENDOR APPLICATION

(Please print or type clearly)

Contact Name: _____

Company: _____

Mailing Address: _____

City, State, and Zip: _____

Home Phone: _____ Business Phone: _____

Email: _____ Website: _____

Description of items that you will be displaying or selling during the festival in the space below. If a food vendor, description of menu items including portion size. Please include a price range. (attach additional sheet if needed)

Enclose photos of items to be sold and photos of booth set up. **Photos of accepted vendors become the property of the City of Celina.**

FEES: Check or money orders only. Make payable to Celina Main Street.

Vendor Area: Limited electrical, first come first served.

I am a commercial vendor: (i.e. unique retail business, civil group, non-profit) and require:

_____ (10X10 area) x \$40.00 (without electricity) = _____

_____ (10X10 area) x \$45.00 (with electricity) = _____

I am a food vendorand require:

_____ (10X10 area) x \$80.00 (without electricity) plus \$50.00 for the City Health Inspection = _____

_____ (10X10 area) x \$90.00 (with electricity) plus \$50.00 for the City Health Inspection = _____

TOTAL: \$ _____

Vendors must supply their own canopies, tables, chairs, extension cords, lighting and cord coverings. Vendors must provide any additional decorations. **All sale and display items must be contained within booth area.**

Please note: Submission of an application does not guarantee acceptance. The City of Celina and Celina Main Street reserves the right to assign space in accordance with other vendors and products. At the city's discretion **there will be vendor exclusives by brand, in that (ex) if 5 Avon Booths are applied for, the first one received will be considered first.** Upon acceptance, a letter of confirmation is mailed. No refunds will be issued after vendor acceptance.

My signature acknowledges that I will be present and **my booth will be open from 11:00 am thru 7:00 pm. I will not leave early.** I agree to follow all rules and regulations set forth by Event Staff and understand that failure to do so can result in immediate expulsion without refund. I will have no pets, illegal substances or weapons on my person, in my booth or my vehicle during the festival.

Signed: _____

Date: _____

APPLICATION DEADLINE IS March 14, 2014

Please use this area for comments or requests.

The City of Celina and Celina Main Street event committee reserves the right to assign space in accordance with other vendors and products.

Vendor Checklist:

_____ **Check(s)/money order enclosed made payable to Celina Main Street**

_____ **Hold Harmless signed and notarized**

_____ **Pictures of product/products attached**

_____ **Completed and signed application**

<p>Make Check or Money Order to: Celina Main Street</p>
--

<p>Paper Clip Check or Money Order Here (do not staple)</p>

HOLD HARMLESS AND INDEMNITY AGREEMENT
City of Celina and Celina Main Street "Celina Cajun Fest"
March 29, 2014

I, _____, the Undersigned, binding my heirs, executors, administrators, estate and assigns, do hereby agree to completely and wholly release, indemnify and hold harmless the City of Celina, its officers, agents, independent contractors, and employees for any and all claims, damages, harm, personal injury, including death, property damage, lawsuits and judgments, including court costs, expenses, and reasonable attorney's fees, and all other expenses resulting from the activities, programs, and events occurring on the above-stated date of the stated event in Celina, Texas.

It is the understanding of all parties that this release, indemnity and hold harmless agreement shall apply whether or not the claims, damages, harm, personal injury, including deaths, property damage, lawsuits, judgments, court costs attorney's fees or any other expense arise from the negligence of whatever nature, omissions, willful or intentional acts of the vendors or vendor's officers, agents, employees, independent contractors, other representatives, invites, licensees, or guests.

If this vendor is other than an individual, vendor certifies, warrants and represents that the individual whose signature appears below is duly authorized to execute the Agreement on behalf of the firm, corporation, partnership or other entity who is the vendor.

I acknowledge that it is important that I verify that I have insurance coverage which extends to me while participating in the Event, and that I secure such coverage if I do not already have it. I understand that no insurance coverage may exist through the City to cover any injuries or damages which I may sustain or claims which may arise as a result of my participation in the Event. I WARRANT THAT I HAVE CAREFULLY READ THIS DOCUMENT AND KNOW ITS CONTENTS, AND THAT I AM 18 YEARS OF AGE OR OLDER AND HAVE FULL AUTHORITY TO EXECUTE THIS DOCUMENT AND THAT I HAVE EXECUTED THIS DOCUMENT VOLUNTARILY AND AS MY OWN FREE ACT. I EXECUTE THIS DOCUMENT FULLY INTENDING TO BE BOUND BY ITS TERMS.

IN WITNESS WHEREOF, this Agreement has been executed this ____ day of _____, 20__.

Vendor: _____

Signature: _____

Printed Name: _____

Title: _____

STATE OF _____
COUNTY OF _____

Before me _____ on this day personally appeared _____ known to me (or proved to me on the oath of _____) or through _____ (description of identity card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledge to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this ____ day of _____, A.D. _____.

(Seal)

Notary Public In and For the State of _____.
My Commission Expires _____